

CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Purchase of Replacement Photocopier for Finance Department
(\$8,964.80)

MEETING DATE: August 18, 1999

PREPARED BY: Finance Director

RECOMMENDED ACTION: That the City Council adopt the attached resolution authorizing purchase of one Minolta EP5000 photocopier from Business Office Systems, Stockton, under provisions of an equipment contract between the County of San Joaquin and Minolta Corporation, in the amount of \$8,964.80.

BACKGROUND INFORMATION: In July, 1998, the County of San Joaquin awarded a contract to the low bidder, Minolta/Business Office Systems, Stockton, to supply the County with three sizes of photocopiers over a three-year period.

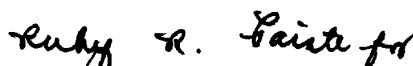
Both the County of San Joaquin and the contractor, Business Office Systems, have agreed to extend contract pricing to other public agencies within the county. Such cooperative agreements allow smaller agencies to enjoy the benefits of volume pricing while avoiding the cost of going through the bid process.

The Lodi City Code Section 3.20.070 provides for the dispensation of bidding "when the City Council determines that the ... method of purchase would be in the best interest of the City." The Minolta EP5000 copier supplied under the county contract features 50-copy per minute operation, plus options such as a 2000-sheet paper source, 20-bin sorter/collater, finisher/stapler, and one year of maintenance coverage (including six months of supplies, free of charge).

The Finance Department's existing Minolta 4301 copier was purchased in August, 1990, and has become prohibitively expensive to maintain. Upon its replacement, it will be removed by Business Office Systems.

It is therefore staff's recommendation that the City Council approve this purchase and method of purchase of one Minolta EP5000 copier from Business Office Systems, Stockton.

FUNDING: 1999-2000 Financial Plan and Budget,
Page E-9, General Equipment Fund


Vicky McAthie, Finance Director

Prepared by Joel Harris, Purchasing Officer

APPROVED: 

H. Dixon Flynn -- City Manager

RESOLUTION NO. 99-118

A RESOLUTION OF THE LODI CITY COUNCIL AUTHORIZING THE
PURCHASE OF ONE MINOLTA EP5000 PHOTOCOPIER FOR THE
FINANCE DEPARTMENT

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WHEREAS, Lodi Municipal Code, Section 3.20.070, authorizes dispensing with bids for purchases of supplies, services or equipment when it is in the best interest of the City to do so; and

WHEREAS, in July, 1998 the County of San Joaquin awarded a contract to the low bidder, Minolta/Business Office Systems to supply the County with three sizes of photocopiers over a three-year period; and

WHEREAS, both the County of San Joaquin and the contractor, Business Office Systems have agreed to extend contract pricing to other public agencies within the County; and

WHEREAS, the Finance Department's existing copier was purchased in 1990 and has become prohibitively expensive to maintain; and

WHEREAS, it is staff recommendation that the City Council authorize the purchase of one Minolta EP5000 Photocopier at the cost of \$8,964.80 under provisions of an equipment contract through the County of San Joaquin.

NOW, THEREFORE, BE IT RESOLVED, that the Lodi City Council hereby approves the purchase of one Minolta EP5000 Photocopier from Business Office Systems at the cost of \$8,964.80 under provisions of an equipment contract through the County of San Joaquin.

Dated: August 18, 1999

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I hereby certify that Resolution No. 99-118 was passed and adopted by the City Council of the City of Lodi in a regular meeting held August 18, 1999, by the following vote:

AYES: COUNCIL MEMBERS – Hitchcock, Mann, Nakanishi, Pennino and Land
(Mayor)

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – None

ABSTAIN: COUNCIL MEMBERS – None


ALICE M. REIMCHE
City Clerk